

**CITY OF GAHANNA  
PARKS & RECREATION BOARD  
MINUTES – February 2, 2011**

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**CALL TO ORDER**

Chair Cynthia Franzmann called the meeting of the Parks & Recreation Board to order on Wednesday, February 2, 2011 at 7 pm at Gahanna City Hall.

**ROLL CALL**

**Present:** Cynthia Franzmann  
Luke Messinger  
Eric Miller  
Laurel Naegele  
Jan Ross  
Jill Schuler  
Vincent Tremante

In attendance from the City were Troy Euton, Deputy Director and Carl Norris, Facilities Superintendent, Department of Parks & Recreation.

**APPROVAL OF MINUTES:**

Miller made a **MOTION** to approve the January 5, 2011 Organizational meeting minutes; seconded by Naegele. **On roll call vote:** Messinger, Yes, Miller, Yes, Naegele, Yes, Ross, Yes, Schuler, Yes, Tremante, Yes, and Franzmann, Yes. **The motion carried 7-0**

Schuler made a **MOTION** to approve the January 5, 2011 Regular meeting minutes; seconded by Ross. **On roll call vote:** Miller, Yes, Messinger, Yes, Ross, Yes, Schuler, Yes, Tremante, Yes, and Franzmann, Yes. **The motion carried 7-0**

**ADDITIONS TO THE AGENDA**

Old Business – Meadowbrooke Technical Assessment

New Business – Fee Waiver Request

**HEARING OF VISITORS**

None

**OLD BUSINESS**

**Parkland Needs and Technical Assessment**

The Board reviewed and discussed the parkland needs and technical assessment for 5593 Havens Corners Road – Meadowbrooke dated January 31, 2011.

Naegele made a **MOTION** to recommend accepting Parkland Dedication for 5593 Havens Corners Road – Meadowbrooke dated January 31, 2011; seconded by Miller. **On roll call vote:** Naegele, No, Ross, No, Schuler, No, Tremante, No, Franzmann, No, Messinger, No, and Miller, No. **MOTION FAILS 0-7.**

It is the recommendation of the Parks & Recreation Board to accept fees-in-lieu of.

**NEW BUSINESS**

**Year End report – Facilities Division**

Carl Norris, Facilities Superintendent, shared with the Board the functions of the Facility Division. Miller stated that Norris is retiring from the City in April. Norris stated that he has been

with the city for 21 years.

### **Fee Waiver Request**

Euton stated that a non-profit group sponsors the Westie Walk every year at Friendship Park. The event has vendors and they draw a crowd of approximately 300 people. In the past the Recreation Department has assisted with the event and did not charge the group for the rental of the shelter and gazebo. The group reserves two dates for the event in case of rain. The group is requesting a fee waiver of \$55 for the rental of the shelter and gazebo.

Naegele made a **MOTION** to recommend a fee waiver for the Westie Walk non-profit for the use of the shelter and gazebo; seconded by Tremante. **On roll call vote:** Tremante, No, Franzmann, No, Messinger, No, Miller, No, Naegele, No, Ross, No, and Schuler, No. **MOTION FAILS 0-7.**

It is the recommendation of the Parks & Recreation Board that the Westie Walk Organization pay the non-profit rate of \$55 for the rental of the shelter and gazebo for one date and to permit holding a rain date for the "Westie Walk" at no additional charge.

### **Donation Report**

The 2010 donation report was distributed which included a comparison to 2009 donations. The department distributed a variety of passes and gift items to Non-Profit organizations throughout the year. Also included is a three year comparison of discounts given for facility rentals.

The department does not charge the Gahanna Jefferson Public Schools for their use of any facility in exchange for the department using school athletic spaces. In 2010 the total value of rentals, passes and gift items to Gahanna Jefferson Public Schools was \$2,442.00; not including the cost for athletic fields the schools uses.

It was suggested that staff look at the available usage time on the golf passes. If the allowable time to use the pass was not so restrictive maybe additional passes would be redeemed and bring in additional revenue to the facility.

### **Charter Review**

The Charter Review Commission meets the first and third Thursday at 6pm. All meetings are open to the public. The commission has invited all board members to attend the February 17<sup>th</sup> meeting for their input and to discuss any issues they may find in charter pertaining to Parks and Recreation. If members are unable to attend they may forward a written response to Isobel Sherwood.

This is a once in a five year opportunity. Any of the changes the commission decides on will be put on the ballot this November.

### **Volunteer Recognition**

Miller shared that some of the Board members met with staff to discuss the Service to the Community Awards program. It was decided that the Board would change the awards program by getting rid of the categories and recognize all volunteers of the Parks & Recreation department by having a volunteer pool day. If an organization/business or individual makes a significant contribution to the department that they will also be recognized at either a Board meeting or with a Resolution from the Mayor at a Council meeting. Volunteers would also be recognized on the City web site. Staff member Kate Mattison is creating a volunteer reward program. The committee will meet to finalize the program.

**Core Service Exercise**

Euton shared that each department in the city is currently working on identifying core, semi core and enhanced services. The departments will come together to create one City plan. The final document will help identify those services citywide that staff considers enhancements and those services that can possibly be cut and the dollar amount attached to those services.

**CORRESPONDENCE**

None

**DIRECTOR'S REPORT**

Euton shared the Director's Report from January 2011.

**COMMITTEE REPORTS****Aquatics Advisory Committee**

Franzmann stated the committee is meeting on February 9, 2011 at 5:30p to discuss revenues.

**BAC**

Naegele stated the committee met and was updated on the Big Walnut Trail sections. Section 1 & 2 is in the planning session. Section 3 is the Nob Hill to Woodside Green – staff is applying for the COTF grant. Section 7 – Cliffview Road – bridge is here, earthwork is completed, waiting on the weather to break to place the bridge. Section 8 – is Airport property with the trail going under I-270 and is a federal grant paying in 2016. The Tech Center Drive to Taylor road is estimated at \$140k. The bikeway signs have been ordered and will be installed soon. The next meeting is the last Monday in February.

**NRAC**

Nothing at this time

**MEMBERS COMMENTS****Parks & Recreation Foundation**

Franzmann stated fundraising continues for the Freedom Festival. Euton stated that over 200 Freedom Festival donation envelopes and information was distributed at the Groundhog Day Breakfast.

**Veterans Memorial Committee**

Nothing at this time

**School Board Report**

Schuler shared that the schools will be on the ballot again in May for a 5.2 mil levy. Recommendations for cuts will be going to the Board for approval in March.

Tremante referred to the news article regarding the Shull Ave extension asking if there is any discussion with the Parks department needing the road as an access into the park by extending Shull Ave.

Euton stated that there has not been conversations lately regarding installing the access road. When conversations were taking place and discussions were ongoing about having a community center where the current parks garage is located. It was stated at the Groundhog Breakfast that the current plan is not to tear down the building at 181 Granville.

**ADJOURNMENT:**

There being no further business to come before the Parks & Recreation Board at this time, Naegele made a **MOTION** to adjourn; seconded by Schuler.

The Parks & Recreation Board meeting adjourned at 9:20 pm.

Respectfully submitted,

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Pam Crossmock, Administrative Assistant

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2011

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Cynthia Franzmann, Chair